



Heritage Center Advisory Board Meeting
October 22, 2014

AB Members Present: Judy Baxendale, Brenda Clausen, Charlotte Cox, Kathy Houston, Jenny Martin, Erich Mille, Pete Wright, Rod Young

AB Members Absent: Greg Waldron

City Staff Present: Susan Gregory, Director;
April Callaway, Office Administrator Supervisor

Guests Present: none

Call to Order: Erich Mille called the meeting to order at 10:00 a.m. and welcomed everyone.

Minutes: The September 24, 2014 minutes were approved on a motion by Pete Wright and seconded by Rod Young.

Special Recognition: None

Citizen Comments: None

Committee Reports: None

Unfinished Business:

A. Visit Community Businesses

Rod Young visited The Apple Store. To request donated laptops, we would need to go through their corporate office. Rod will request a business card from his contact at The Apple Store to give to Director Gregory so she could coordinate with them for a volunteer computer instructor. Kathy Houston suggested forming a committee for the board and some participants to be Center ambassadors to visit local businesses. The term would be for four months beginning in January. Judy Baxendale, Kathy Houston, and Rod Young volunteered to be on the committee.

B. Strategic Plan

The strategic plan is for five years and has five areas. Reviewed goals and action steps for programs, community awareness and business involvement, and volunteer activities. The board will review transportation and building upkeep next month.



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New Business:

- A. Participant Fees
Discussion tabled for now.

Director's Report:

- A. Christmas Service Project
Bob Millard, past advisory board member, has volunteered to take the winter clothes donated by participants to the overflow shelter in Midvale. A Student Ambassador group has approached the Heritage Center to have participants donate items for backpacks for homeless children. Director Gregory will select a few items and let participants know what they can donate. Any overflow items will be donated to the Ronald McDonald house.
- B. Update on the Mini Bus
Director Gregory will be finalizing the order for the mini bus this week or next. The bus is made by Diamond and should cost about \$61,000 with the trade-in of our old vehicle. We should take delivery of it in about three months. With the remaining budgeted money, we'll purchase a GPS and add Center decals to the new bus.
- C. Building Rental Fees
Salt Lake County is working on a new fee schedule for rental of their buildings. Director Gregory would like to us review our fee schedule with the new fees to take effect on January 1, 2015; a proposed fee schedule will be sent with the agenda for next month's advisory board meeting for review. One item for consideration ... should day use groups pay any fees? We do not currently charge for room use during the day, only for night rental.

The next regular board meeting will be held on **Wednesday, November 26, 2014 at 10:00 a.m.** There being no further business the meeting adjourned at 11:33 a.m. on a motion by Kathy Houston and seconded by Charlotte Cox. Minutes recorded by April Callaway.